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STAFF DIRECTORY

1962-63

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UNIVERSITY OF ILLINOIS
CHICAGO UNDERGRADUATE DIVISION

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CHICAGO UNDERGRADUATE DIVISION

Calendar

First Semester, Fall 1962

Tues., Sept. 4 - Wed., Sept. 12	Orientation Period.
Thurs., Sept. 13 - Fri., Sept. 14	Registration (Students registering for less than 12 hours report at 2:30 p.m., Friday, Sept. 14 for registration).
Mon., Sept. 17	Instruction Begins.
Tues., Sept. 18, 9:30 a.m.	Changes to adjust conflicts in programs.
Thurs., Sept. 20, 1:00 p.m.	Earliest time at which program changes may be made for personal convenience.
Fri., Sept. 28, 4:00 p.m.	Latest date of withdrawal for rebate in full.
Sun., Oct. 21	Chicago Undergraduate Division opened, 1946.
Mon., Nov. 5, 4:00 p.m.	Earliest Date for Half Credit for Persons withdrawing for Military Service.
Fri., Nov. 9, 12:00 noon	Mid-semester grades are due.
Fri., Nov. 9, 4:00 p.m.	Latest date of withdrawal for rebate of one-half fees.
Wed., Nov. 21, 6:00 p.m.	Thanksgiving Vacation Begins.
Mon., Nov. 26, 8:00 a.m.	Thanksgiving Vacation Ends.
Mon., Dec. 3	Illinois Day (State admitted to Union, 1818). Not a holiday.
Fri., Dec. 10, 4:00 p.m.	Earliest Date for Full Credit for Persons withdrawing for Military Service.
Wed., Dec. 12	Students withdrawing on or after this date must petition for readmission.
Fri., Dec. 14, 6:00 p.m.	Christmas Vacation Begins.
Wed., Jan. 2, 8:00 a.m.	Christmas Vacation Ends.
Thurs., Jan. 17	Last day of instruction.
Fri., Jan. 18 - Fri., Jan. 25	Semester Examinations.

CHICAGO UNDERGRADUATE DIVISION
Calendar

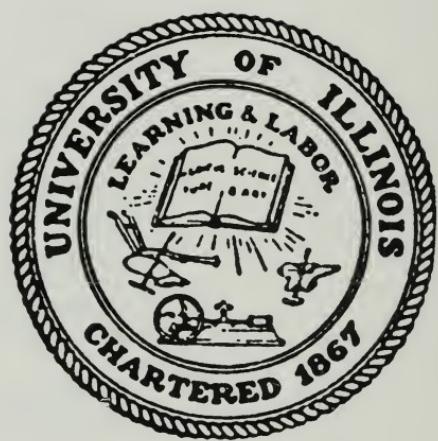
Second Semester, Spring, 1963

Tues., Jan. 29 - Tues., Feb. 5	Orientation Period.
Wed., Feb. 6 - Fri., Feb. 8	Registration (Students registering for less than twelve hours report at 2:45 p.m., Friday, February 8 for registration).
Mon., Feb. 11	Instruction begins.
Tues., Feb. 12, 9:30 a.m.	Changes to adjust conflicts in program.
Thurs., Feb. 14, 1:00 p.m.	Earliest time at which program changes may be made for personal convenience.
Fri., Feb. 22, 4:00 p.m.	Latest date for withdrawal with full rebate.
Sat., March 2	University Day (University opened, 1868).
Mon., Apr. 1, 4:00 p.m.	Earliest date for half-credit for persons withdrawing for Military Service.
Fri., Apr. 5, 12:00 noon	Mid-semester grades are due.
Fri., Apr. 5, 4:00 p.m.	Latest date for withdrawal with one-half rebate.
Thurs., Apr. 11, 6:00 p.m.	Easter Vacation begins.
Wed., Apr. 17, 8:00 a.m.	Easter Vacation ends.
Thurs., May 9, 4:00 p.m.	Earliest date for full credit for persons withdrawing for Military Service.
Thurs., May 9	Students withdrawing on or after this date must petition for readmission.
Fri., May 3	Honors Day.
Wed., May 29	Last day of instruction.
Thurs., May 30	Memorial Day (Holiday).
Fri., May 31 - Fri., June 7	Semester Examinations.

CHICAGO UNDERGRADUATE DIVISION
Calendar

Summer Session 1963 - Eight Weeks

Sat., June 15 - Thurs., June 20	Orientation Period
Friday., June 21 No registration Sat., June 22; all offices closed this day.	Registration
Mon., June 24	Instruction begins.
Mon., June 24	Late Registration begins.
Tues., June 25, 9:30 a.m.	Changes to adjust conflicts in program.
Thurs., June 27, 1:00 p.m.	Earliest time at which program changes may be made for personal convenience.
Fri., June 28, 4:00 p.m.	Latest date for withdrawal with full rebate.
Thurs., July 4	Independence Day (Holiday)
Fri., July 19	Latest date for withdrawal with half rebate.
Mon., July 22	Earliest date for half credit for persons withdrawing for Military Service.
Mon., Aug. 5	Earliest date for full credit for persons withdrawing for Military Service.
Wed., Aug. 7	Students withdrawing on or after this date must petition for readmission.
Thurs., Aug. 15	Last day of instruction.
Fri., Aug. 16	Final Examinations.



UNIVERSITY OF ILLINOIS

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Ext.

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355 Administration Building - W.....	333-3071
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222 Library.....	333-0790
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106 Civil Engineering Hall.....	333-2151
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161 Administration Building - W.....	333-0671
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214 David Kinley Hall.....	333-2740
Charles S. Havens, Director of Physical Plant	
256 Administration Building - W.....	333-3622
Jack W. Peltason, Dean of the College of Liberal Arts and Sciences	
205 Lincoln Hall.....	333-1351
Charles W. Sanford, Dean of Admissions	
109 Administration Building - E.....	333-2031
King J. McCristal, Dean of the College of Physical Education	
107 Huff Gym.....	333-2130
Fred H. Turner, Dean of Students	
152 Administration Building - W.....	333-1301

ADMINISTRATIVE OFFICERS AT THE CHICAGO PROFESSIONAL COLLEGES

Joseph S. Begando, Vice President	
132 DMP Building.....	2341
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167 DMP Building.....	3311
Maurice J. Galbraith, Dean of Student Affairs	
117 DMP Building.....	3365
James E. Osborn, Business Manager	
124 DMP Building.....	2301
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164 DMP Building.....	3381
George R. Moon, Associate Dean, Admissions and Records	
111 DMP Building.....	3361
Frank E. Hostettler, Associate Director of Physical Plant	
1716 W. Taylor Street.....	2641
Isaac Schour, Dean of the College of Dentistry	
169-F DMP Building.....	2755
George L. Webster, Dean of the College of Pharmacy	
166 DMP Building.....	2701
Max I. Light, Manager, Public Information	
124 DMP Building.....	3355

ADMINISTRATIVE OFFICERS AT THE CHICAGO UNDERGRADUATE DIVISION

Norman A. Parker.....	Vice President
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Ora L. Railsback.....	Assistant to the Vice President
Harold N. Cooley.....	Assistant Dean
Warren O. Brown.....	Associate Dean of Students
Paul F. Cahill.....	Manager, Public Information
Daniel L. Crumpacker, Lt. Col., U.S.A.	Commandant, Army ROTC Unit
Paul C. Greene.....	Director, Student Counseling Service
Arnold J. Hartoch.....	Director of Publications
Edward M. Heiliger.....	Librarian
Laurette A. Kirstein.....	Coordinator of Foreign Students
James J. Overlock.....	Director, Illini Union
Harry W. Pearce.....	(Associate Director, Physical Plant '(Project Director, Congress Circle Campus
Arthur D. Pickett.....	Director, University Honors Program
Robert E. Porter.....	Assistant Business Manager
H. Gordon Reid, M.D.....	Director, Health Service
Kirker Smith.....	Assistant Dean, Admissions and Records
Agnes G. Tandberg.....	Dean of Women
Harold E. Temmer.....	Associate Dean, Admissions and Records
Lee J. Votava.....	Associate Director of Nonacademic Personnel
Merton S. Zahrt.....	Assistant Dean of Students
Robert L. Zander.....	Superintendent of Buildings and Grounds

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Alfonse T. Malinosky, Assistant to
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H. Dale Walraven, Assistant to
the Dean

LIBERAL ARTS AND SCIENCES

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Ellis B. Little, Assistant Dean
Robert L. Miller, Assistant Dean
John H. Mackin, Assistant to the
Dean

ARCHITECTURE AND ART

ARCHITECTURE AND PLANNING
Leonard J. Currie, Dean
Harold B. McEldowney, Assistant
Dean

PHYSICAL EDUCATION AND

ATHLETICS
John O. Jones, Associate Dean
and Director of Athletics
Dean and Assistant Director of
Athletics

GENERAL INFORMATION

USE OF TELEPHONES

General Information -- When away from your telephone, arrange to have someone answer it. Be certain about the extension number you wish to call. Please do not call "Information" until you have checked the number in the directory. Be brief on all calls.

Local Calls -- To make a local call from one extension to another within the building ask the operator for the extension desired.

Chicago Calls -- Ask the operator for an outside line, listen for the dial tone, then dial the first two letters of the exchange and the accompanying numbers. When requesting outside parties to call you, always give them your local extension number in addition to WHitehall 4-3800 in order that their calls may be completed without delay.

Urbana Campus Calls -- See Long Distance Telephone Manual and Administrative Telephone Directory (June 1962) for procedure and number.

Chicago Professional College Campus Calls -- Ask the operator for the Chicago Professional Colleges, listen for the local dial tone, then dial the extension number desired. To contact the operator at the Chicago Professional Colleges, dial "0" after listening for the dial tone. These are the lines to the intercommunicating telephone system at the Chicago Professional Colleges.

Toll Calls -- Charges are made for all calls to telephones listed in the Suburban Directory and for all long distance calls. No Toll Calls, Telegrams, or Long Distance Calls are to be placed except through the University switchboard. For such calls, give the University operator your name and extension number and tell her whether the call is "business" or "personal," so as to facilitate the billing charges.

IN CASE OF FIRE

Call the telephone operator and tell her the location of the fire and the room or frame number. In case of fire between 6 p.m. and 8 a.m., call WHitehall 4-3800.

TO CALL THE POLICE

Ask the operator for Extension 210 and give the necessary information, including your name, the nature of the trouble and the room number where help is wanted. Between 6 p.m. and 8 a.m., call WHitehall 4-3800.

LOST AND FOUND

The care and safekeeping of articles lost and found in classrooms or on the Pier is centralized at Police Headquarters, west of the North Head House, Extension 210. Persons who have lost articles may make inquiries at Police Headquarters from 8 a.m. to 4 p.m. Monday through Friday.

THE UNIVERSITY OF ILLINOIS IS NOT RESPONSIBLE FOR ANY ARTICLE, LOST OR FOUND, AND WILL NOT BE RESPONSIBLE FOR ANY SUCH ARTICLE WHILE IN THE POSSESSION OF THE LOST AND FOUND DEPARTMENT.

REPAIR SERVICE

Call the Routing Office, Extension 270 or 272 between 7:50 a.m. and 4:20 p.m.; from 4:20 p.m. to 6 p.m., call the Watchmen's Station, Extension 210; and from 6 p.m. to 8 a.m., call WHitehall 4-3800.

SMOKING REGULATIONS

1. Smoking is permitted in the following areas on the Pier:
 - a. Corridors except where posted with NO SMOKING signs.
 - b. The following areas at the east end of the Pier:
Kitchen, Lounge, Cafeteria, Faculty Dining Room, and Student Counseling Bureau.
 - c. All staff offices.
 - d. Student locker areas.
 - e. Lobby at west end of the Pier.
 - f. Rest rooms.
2. All other areas are out of bounds for smoking and are posted with "NO SMOKING" signs.
3. Anyone failing to abide by the above regulations will be reported to the University authorities.
4. The University police have been instructed to report any and all violators to the Vice President of the Chicago Undergraduate Division.
5. BEFORE LIGHTING UP -- LOOK FOR NO SMOKING SIGNS.

ABBREVIATIONS

UIC -- University of Illinois, Chicago Undergraduate Division.
DMP -- Dentistry, Medicine, and Pharmacy Building, 1853 West Polk Street
EDMP -- East Dentistry, Medicine, and Pharmacy Building, 808 S. Wood St.
Street.

Persons whose names are marked with an asterisk (*) are married.

Please notify Publications Office, Rm. 35, of all corrections and additions.

TELEPHONE NIGHT LINES

<u>Whitehall</u>	<u>Extension</u>
4-3800 Police, Room 1.....	202
4-3801 Police, Room 1.....	203
4-3802 Non-Academic Personnel.....	10
4-3803 Admissions and Records.....	214
4-3804 Men's Gymnasium.....	163
4-3805 Police, Frame 95.....	266
4-3806 Vice President N. A. Parker.....	7
4-3807 Assistant to the Vice President.....	1
4-3808 Library.....	59
4-3809 Student Counseling Service.....	107
4-3810 Publications.....	27
4-3811 Cafeteria (W).....	23
4-3812 Pier Illini.....	207
4-3813 Engineering.....	75
4-3814 Bookstore.....	248
4-3815 Physics.....	252
4-3816 Mathematics.....	69
4-3817 Boiler Room.....	179
4-3818 Humanities.....	223
4-3823 Admissions and Records.....	158
4-3827 Cashier.....	213
4-3934 Engineering Shop Lab.....	70
4-3967 General Engineering.....	256
4-4021 Social Science Research Lab.....	25
4-4022 Honors Office.....	136

TELEPHONE DIRECTORY

		<u>Room</u>	<u>Ext.</u>
Vice President of the Chicago Undergraduate Division.....Norman A. Parker	356	7,8
Assistant to the Vice President.....John L. Dillinger	356	2	
Assistant to the Vice President.....Ora L. Railsback	356	5	
Assistant Dean.....Harold N. Cooley	356	3	
Secretary.....Mrs. Kathryn G. Canedy	356	2,7	
Accountancy Staff Office.....	32	224	
Admissions and Records:			
Associate Dean.....Harold E. Temmer	15	158	
Secretary.....Miss Barbara Long	15	158	
Assistant Dean.....Miss Kirker Smith	15	215	
Admissions (A - L).....Victor C. Dye	15	215	
Admissions (M - Z).....Mrs. Delores D. Samuels	15	215	
Records.....Mrs. Jeannet Gage	15	215	
Scholarships.....Mrs. Lenore Shapiro	15	212	
Veterans Benefits.....Mrs. Lenore Shapiro	15	212	
Architecture and Art, College of:			
Dean.....Donald I. Currie	188	79	
Office.....Mrs. Helen M. Harron	188	78	
Assistant Dean.....Harold B. McEldowney	188	78	
Architecture			
Head of the Department.....Harold B. McEldowney	188	78	
Office.....Mrs. Helen M. Harron	186	78	
Architectural Staff Office.....	186	78	
Armed Forces R.O.T.C. Army:			
Officer in Charge.....Lt. Col. Daniel L. Crumpacker	189	268	
Office.....Mrs. Flora Costea	189	268	
Art			
Acting Head.....John Walley	90	246	
Office.....Miss Vivian Miller	90	246	
Art Staff Office.....	90	246	
Athletic Department:			
Director.....John O. Jones	Gym	101-B	160
Office.....Casimir J. Oleskiewicz	Gym	101	160
Coaches:			
Baseball.....Lester H. Miller, Jr.	Gym	101	160
Assistant Coaches.....Michael G. Maksud	Gym	103	163
.....Harold H. Nemoto	Gym	103	163
Basketball.....Thomas F. Russo	Gym	103	163
Football.....Walter G. Versen	Gym	103	163
Assistant Coaches.....Harold H. Nemoto	Gym	103	163
.....George J. Strnad	Gym	103	163
.....Robert Beck	Gym	103	163
Golf.....Richard R. Rader	Gym	103	163
Gymnastics.....Benedict W. Montcalm	Gym	103	163
Soccer.....Michael G. Maksud	Gym	103	163
Swimming.....Charles J. Kristufek	Gym	103	163
Assistant Coach.....Ralph Mackh	Gym	103	163
Tennis.....Charles J. Kristufek	Gym	103	163
Assistant Coach.....Robert Beck	Gym	103	163
Track and Cross Country.....Robert L. Nolan	Gym	103	163
Assistant Coach.....George Jurinek	Gym	103	163
Wrestling.....George Jurinek	Gym	103	163
Assistant Coach.....George Strnad	Gym	103	163
Intramural.....Peter R. Berrafato	Gym	103	163
Assistant.....Leo L. Gedvilas	Gym	103	163

		<u>Room</u>	<u>Ext.</u>
Band.....	Willis Charkovsky	354-A	141
Biological Sciences, Division of:			
Acting Chairman of the Division.....	Albert S. Rouffa	39	227
Office.....	Mrs. Sheila Shankin	39	227
Bookstore.....		87	248
Manager.....	Harry E. Summers	87	249
Business Office:			
Assistant Business Manager.....	Robert E. Porter	352	14
Secretary.....	Mrs. Phyllis Skutnik	353	17
Accounting Division.....	Wilbert Gordon	353	15
Cashier.....	Mrs. Inez V. Dunn	12A	213
Purchasing:			
Purchasing Agent.....	J. F. Knight	290	133
Ass't Purchasing Agent.....	T. Halstengard	290	132
Office.....	Terese Arnold	290	131
Chief Clerk.....	LaRue Sares	290	130
General Stores.....	Nathan Barach	160	235
Receiving Office.....	Joaquin Pelayo	161A	273
Chemistry Staff Office.....		49	231
Choir.....	Edwin Fissinger	354C	200
Civil Engineering Staff Office.....		72	70
Commerce and Business Administration, College of:			
Assistant Dean.....	William J. Dunne	27	218
Assistant to the Dean.....	Alfonse T. Malinosky	27	218
Office.....	Mrs. Lois L. Thompson	27	218
Commerce Staff Office.....	Mrs. Ruth E. Kovac	32	224,225
Counseling Service, Student.....		300	115
Dean of Students, Office of.....	Receptionist	313G	120
Associate Dean of Students.....	Warren O. Brown	313C	101,104
Office.....	Etta B. Palaith	313	101,104
Assistant Dean of Students.....	Merton S. Zahrt	313A	103,104
Office, Student Employment.....	Mrs. Constance Priske	313	100,104
Office, Student Insurance.....	Joan T. Miller	313	103,104
Dean of Women.....	Agnes G. Tandberg	313B	102,122,123
Assistant to the Dean of Women.....	Mrs. Carol L. Smith	313I	123
Office.....		313	102,122,123
Foreign Student Affairs			
Coordinator.....	Laurette Kirstein	313H	121
Student Activities Office.....		313,313I	123
Economics Staff Office.....		32	225
Electrical Engineering Staff Office.....		121	257
Employment:			
Nonacademic.....		40A	10
Student.....		313	100
Engineering, College of:			
Assistant Dean.....	Rupert M. Price	184E	75
Assistant to the Dean.....	H. Dale Walraven	184C	77
Office.....	Mrs. Rose N. Turricchi	184D	76
English Staff Office.....		31	237
Examiner's Office.....		15	158
FIRE Guard Office.....		158	210
Food Service.....		183E	278
Foreign Language Laboratory.....	Irving S. Olsen	38	233
Foreign Student Affairs, Coordinator....	Laurette Kirstein	313H	121
Foreign Language Staff Office.....		35	228,233
Office.....	Mrs. Mildred Hammond	35	228,233
Forensics, Director of.....	Ted R. Jackson	31	223

		<u>Room</u>	<u>Ext.</u>
French Staff Office.....		35	228
General Engineering Department:			
Head of the Department.....	Clarence I. Carlson	147	255
Office.....		147	255
Staff Office.....		147, 149	256
Geography Staff Office.....		36	221
Geology Staff Office.....		49	231
German Staff Office.....		35	228
Health Service:			
Director.....	Dr. H. G. Reid	320	106
Office.....		321	106
History Staff Office.....		36	221
Honors Programs			
Associate Director.....	Arthur D. Pickett	40B	136, 137
Assistant Director.....	John T. Newell	40B	136, 137
Office.....	Miss Margaret Shanahan	40B	136, 137
Humanities, Division of:			
Head of the Division.....	Eugene B. Vest	31	236
Office.....	Mrs. Ruth Harbak	31	236
Staff Office.....		31	237
INFORMATION:			
Information Desk.....		1	202
Public Information.....		3	204
Reference Information, Library.....		240C	64
Insurance:			
Staff.....	Warren O. Brown	313C	101
Students.....	Merton S. Zahrt	313A	103, 104
Liberal Arts and Sciences, College of:			
Associate Dean.....	Harold W. Bailey	25	219
Office.....	Mrs. Ruth-Betty Karpel	25	219
Assistant Dean.....	Ellis B. Little	25	238
Assistant Dean.....	Robert L. Miller	25	238
Assistant to the Dean.....	John H. Mackin	25	238
Library:			
Librarian.....	Edward Heiliger	240A	60, 63
Secretary.....	Frances Stiritz	240M	60, 63
Circulation Librarian.....	Marie A. Rapp	239B	59
Desk.....		239	65
Data Processing.....	Don Culbertson	239A2	58
Reference Librarian.....	Giles Robertson	240C	61
Desk.....		240	56, 64
Fine Arts Reading Room.....	Lloyd Engelbrecht	246	62
Technical Services Division			
Head.....	Louis Schultheiss	239A1	55
Acquisitions.....		240	57
Cataloging.....	Carl Frommherz	240	67
Serials.....		240	66
Lost and Found Department.....		W.Ramp	210
Mathematics, Division of:			
Head of the Division.....	Herbert J. Curtis	81	68
Office.....	Mrs. Adelaide D. Riedl	81	69
Staff Office.....		81	69
Mechanical Engineering Staff Office.....		72	70
Military Science (See Armed Forces R.O.T.C.)			
Music (See Band, Orchestra, and Choir)			
Director of Music.....	Edwin Fissinger	354C	200

		<u>Room</u>	<u>Ext.</u>
Nonacademic Personnel Office:			
Associate Director.....	Lee J. Votava	40A	12
Office.....	Mrs. Hilda M. Chiloro	40A	10
Visiting Nurse.....	Miss Rose Strueck	40A	10
Orchestra.....	Willis Charkovsky	354A	141
Philosophy Staff Office.....		36	221
Physical Education for Men, College of:			
Associate Dean.....	John O. Jones	Gym	101B
Assistant Dean.....	Sheldon L. Fordham	Gym	101
Office.....	Casimir J. Oleskiewicz	Gym	101
Men's Staff Office.....		Gym	103
Physical Education for Women:			
Head of the Department.....	Miss Helen M. Barton	187F	72
Office.....	Mrs. Helen M. Weiss	187G	73
Women's Staff Office.....		187D	73
Physical Plant:			
Associate Director.....	Harry W. Pearce	290	170
Superintendent of Buildings and Grounds.....			
.....	Robert L. Zander	158A	277
Office.....	Mrs. Dora Wrobel	158	275
Planning Office:			
Project Director, Congress Circle.....	Harry W. Pearce		172
Office.....	M. Denise Lundquist	290	170
Fred B. Friestedt.....		290	175
Christopher J. Heaney.....		290	176
Verner L. Lane.....		290	173
Henry Miszkowicz.....		290	171
Gordon C. Nielsen.....		290	174
Evelyn T. Richter.....		290	178
Physical Sciences, Division of:			
Head of the Division.....	Carl R. Meloy	49	231
Office.....	Mrs. Monnie Ellens	49	232
Staff Office.....		49	232
Physics, Department of:			
Acting Head of Department.....	Edward B. McNeil	126	252
Office.....	Mrs. Jean Asato	126	252
Staff Office No. 1.....		126	252
Staff Office No. 2.....		115	254
Pier Illini Newspaper.....		W. Ramp	207
Sponsor.....	Paul F. Cahill	3-B	205
POLICE Headquarters.....		W. Ramp	210
Political Science Staff Office.....		36	221
Post Office.....	Walter Hansen	7	209
Psychology Staff Office.....		36	221
Publications.....	A. J. Hartoch	35	27
Public Information:			
Manager.....	Paul F. Cahill	3-B	205
Assistant Manager.....	Marvin S. Weiss	3	204
Office.....		3-A	204
Receiving Office.....	Joaquin Pelayo	161A	273
Recorder's Office.....		15	158
Rhetoric Staff Office.....		31	237
Routing Office.....		157A	270
Russian Staff Office.....		35	228
Shop Laboratories:			
Head of Engineering Shop Laboratories...	Roy B. Perkins	72	70
Staff Office.....		72	70

		<u>Room</u>	<u>Ext.</u>
Social Sciences, Division of:			
Acting Head of the Division.....	Hollis W. Barber	36	221
Office.....	Miss Natalie E. Murray	36	221
Spanish Staff Office.....		35	233
Speech Improvement Laboratory.....	Ruby deGryse	300H	126
Speech, Department of.....		31	237
Stenographic Service.....	Mrs. Bernice T. Blackwood	150	11
Student Counseling Service:			
Director.....	Paul C. Greene	300P1	107
Assistant Director, Counseling Service....	Harold Klehr	300Q	119
Administrative Assistant.....	Jean H. Baer	300L	108
Supervisor, Test Research and Services.....			
.....	Lucy C. Zaccaria	300H	117
Departmental Office.....	Mrs. Jo-Anne C. Perry	3000	114,135
.....	Miss Mary L. Jackson	3000	114
Reception Services Office.....	Miss Allie H. Mayberry	300A	115,135
.....	Mrs. James A. Pinna	300B	135,115
Reading Improvement Laboratory.....	Daniel L. Heftel	330A	112
Study Skills Laboratory.....	Jean H. Baer	300L	108
Test Service Laboratory.....	Miss Helen S. Kozlowski	300C	116
.....	Richard F. Malter	300C	116
Counseling Services:			
.....	Miss Jean H. Baer	300L	108
.....	Louis A. Berman	300R	118
.....	Irenaeas A. Burch	300F	109
.....	James W. Creaser	300S	110
.....	Miss Marie A. Ferguson	300X	138
.....	Paul C. Greene	300P	107
.....	Daniel L. Heftel	330B	112
.....	Harold Klehr	300Q	119
.....	Roger Mick	300E	111
.....	M. Henry Pitts	300J	113
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(Saturdays, Sundays, Holidays and between the hours 6:00 p.m. through 8:00 a.m. CALL: WHitehall 4 - 3800).

IN CASE OF...

FIRE

DISCOVERY OF FIRE

UNIVERSITY OF ILLINOIS-URBANA



3 0112 111990781

It is the responsibility of any person discovering a fire, no matter how small, to REPORT IT PROMPTLY to the telephone operator and take action to relieve the danger to loss of life.

Call the telephone operator and tell her the location of the fire by room number and/or frame number. In case of fire between the hours of 6:00 p.m. and 8 a.m., CALL WHitehall 4-3800.

Example:

Fire at Room 48, Frame 20.

AFTER REPORTING THE FIRE

If there is no life hazard involved, attempt to extinguish the fire by using the auxiliary fire-fighting equipment at hand.

HELP IS UNDER WAY, KEEP CALM, AVOID PANIC.

KNOW THE LOCATION OF ALL EXTINGUISHERS IN YOUR DEPARTMENT.

FAMILIARIZE YOURSELF WITH ALL EXITS.

KEEP EXITS UNOBSTRUCTED AT ALL TIMES.